

Date of Death Match

Background:

On November 12, 1998 an amendment to the Food Stamp Act of 1977 became law. The amendment required that State agencies take certain actions to ensure that food stamp benefits are not issued for deceased individuals. In response, PAB had (then) TRW design a data match process to identify such individuals for all programs to allow OPA's to take appropriate action if necessary. The Date of Death (DOD) match was run for the first time on February 17, 2003.

This document is an outline of the yearly DOD match scheduling and how alerts should be processed.

- 1) DOD matches will be processed each year and will finish on the 13th working day of February.
- 2) Eligibility Case Managers will receive an alert for any individual in an open case that has been identified by DOD as being deceased. This alert will read as follows:

DATE OF DEATH HAS BEEN REPORTED FOR XXX XX XXXX (SSN)

- 3) For those individuals reported as deceased by SSA, the Eligibility Case Managers must take action as outlined in policy. The report is not considered verified upon receipt for Food Stamp six month reporting households.

Note: A relatively high percentage of DOD returns can be expected to be accurate; however alerts indicating a date of death for clients in currently active cases should be considered to be only an indicator that the client may be deceased. In those instances, workers must make appropriate local inquiries and obtain corroborating verification of the actual death date before taking actions such as closing assistance, removing client needs, sending NOAA and entering date of death for individuals on TEAMS (CLIM/CLPR/CLMA screen). All negative actions must be taken according to the reporting requirements of the household—either change reporting or six month reporting. All Medicaid and TANF households are change reporters.

- 4) Although DOD match information is distributed in hard copy report form, an electronic match report will be posted to Document Direct (TS 107294.1 and .2) It lists individuals identified by the DOD match, case number, TEAMS SSN, Date of Death and source of information.
- 5) TEAMS person records will not be automatically updated for individuals indicated to be deceased by the match.